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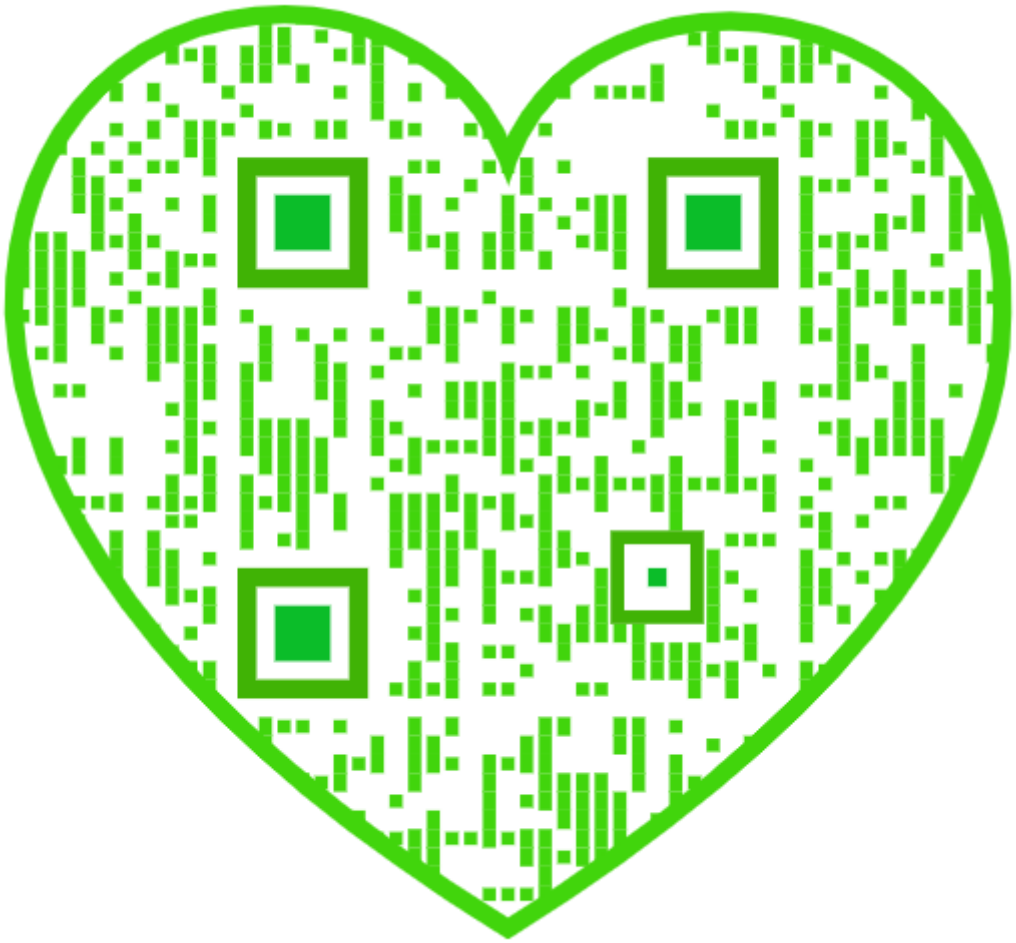

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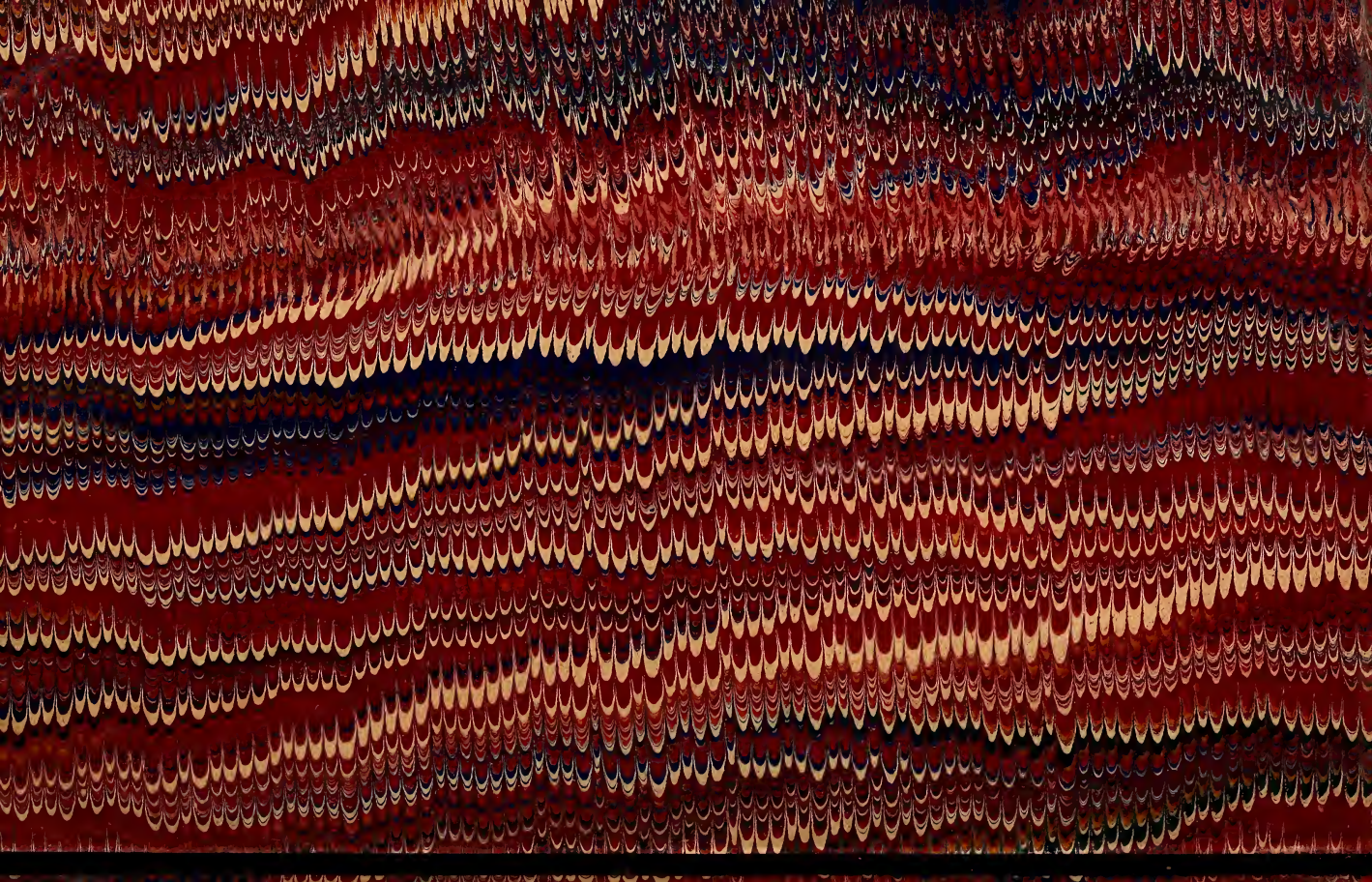

SHORTHAND PRIMER

---OF THE---

-ECLECTIC-

System of Shorthand.

——BY——

J. L. STEPHENS,

SHENANDOAH, - - IOWA.

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SHORT-HAND PRIMER

of the

ECLECTIC SYSTEM OF SHORT-HAND,

By

J. L. STEPHENS,

Shenandoah, Iowa.

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1888.

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PREFACE.

It is the purpose of this work to give such exercises as will aid the pupil in beginning the study of the Eclectic system of Short-hand. These lessons are specially prepared for this work and only one new principle is given at a time, together with the rule governing it, thereby enabling the student to master one step at a time.

This work is to be used in connection with the Eclectic Short-hand text-book where Short-hand outlines will be found by referring to the page indicated at the beginning of each lesson.

Shenandoah, Iowa, June 5, 1888.

J. L. S.

a b c d e f g h i j k l m

n o p q r s t u v w x y z

Vowel——a e i o u——Positions.

Bay be by day die do

bow fay fee fie foe few

gay go hay he high hoe

hew Joe Jew lay lee lie

low may me my mow mew

nay knee nigh no new pay

pea pie pew say see sigh

so sue way we woe woo

Left Consonant Positions.

p b
s z
m n
f v
k g qu x

Always strike the vowels downward on the Left Consonant Positions.

Ape as an am is in

if ebb ease egg ache owes

on of ox up us ope

A dot on *s* position is a; on *f* position is I; on *o* position is Oh or O; on *u* position is you; on *e* position is the.

Right Consonant Positions.

l
r
t d
ch j

All are at add eel err

eat each ill it or odd

Diphthong Positions.

a aw au
e
i oy
o ow ou
u oo

Saw paw law caw boy coy

now cow how bow moo loo

Shaded A, is aw; I, is oy; O, is ow; U, is ow.

Lengthen all long letters to add M or N. Page 56, T. B.

Has the man a fan? He has a fan. He can use his fan.

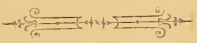
The man can make wine. It is fun to make wine. This man is in the sun. He is a vain man. He will go far from Home.

It is fun to be in the sun. The sun will make him warm.

A man sat on a log. The man has a new hoe by him. Can a boy use the new hoe? Oh, no, the boy has a new toy hoe.

Enlarge Surface letters "g,h,l&p" to add T, or D, Page 68, T. B.

Enlarged H, is also Sh or Ch, except when initial. Page 58, T. B.



The Goat.

Pat has a pet goat. He put it in a hut. Peter let the goat get away. The gate was open, so the goat ran out. It pawed a pit in the lot. Pat called his goat to him. He put his hat on its head to keep off the heat. Will Peter watch Pat wash his goat?

A tick downward at the beginning of a word is T; at the end of a word is T or D; upward is S.

Joe.

Joe is a nice boy. He is on a tub. He has a fat cat. He calls his cat Tab. Tab will eat mice.

The cat has two ears and one nose. Joe will feed his cat. Do you see the cat on the mat?

Joe has a cow. She is a fat cow. Joe calls his cow Maud. Maud will eat hay. Joe can milk his cow.

Make short letters (a, b, d, i, n, o, t, and u) half length to add T or D. Page 60, T. B.

The sun is up and it is day. The dew is on the new hay.

Do you see the boat coming in from the sea? Six boys are in the boat. A man is in the boat too. He will take care of the boys and see that they do not fall out.

If the sea get into the boat the boys can bail it out. Do not let the boat sink. How fast the boys row. Now they are near the land.

Make short letters minute to add M or N. Page 61, T. B.

Ben can eat a bun. He has been down to the barn and has done his work in time to go to town. Will he ride to town for the mail? He likes very much to ride. He will be home by dinner time.

I think Ben is a nice name for a boy. Ben is ten years old. He will get a watch for Dan. Dan will thank Ben very much.

Make surface letters minute to add L. Page 62, T. B.

Here is a plum tree. You may pluck some of the plums and put them on a plate and eat them.

We will plant the seeds on the plain at the foot of the hill. As you plant your trees, place them in rows on the plain so that they may please you if you play near the place; for we must aim in all we do to please the eye.

A fine plump plum is very nice.

Bl, at the beginning of a word is minute P. Page 64, T. B.

Let us walk in the lane for this is a cold bleak place and the rude blast blows in your face.

Do not wear your blue dress for I believe you will soil it in the black dirt.

The pears are all ripe; they are of the hue of gold. Would you eat one if you could get it?

The boys were told to go to the park to get some pears. They got up in a tree and ate till they were ill.

Cl, at the beginning of a word is a minute hook joined below. Page 65, T. B.

Cling to my arm, dear Jane, or you will fall on the snow and ice.

Let me clasp your new cloth cloak, and you must put your fur close to your neck. The wind has blown your hood back. Let me tie it on.

Do you see the poor lambs climb up that high hill? Can you hear them bleat? Can you hear the clink of their bell? The poor lambs can get a blade of grass, but there is some hay for them in the new barn.

Minute L, turned on the regular side, at the beginning of a word is fl, Page 65, T. B.

Here is a flock of lambs. James watches them. He has a flute on which he plays.

The fox and the wolf do not touch the lambs if James is near them. A fleece is the wool of one lamb. The flesh of the lamb is good for food. Some like it as well as they like beef or veal. Beef is the flesh of the cow and the ox. Veal is the flesh of the calf.

Final minute L, is "Ly" or "Fly," whem turned on the regular side. Page 62, T. B.

Nellie lives with a nice family and is silly, and has her own way at all times. Can you see her? It is folly for her to be so silly.

Her mother is dead and her father is so sinful. Nellie might be a useful girl. Billy is her brother, he loves Nellie and will do all he can to please her. He made Nellie a little boat and she sails it on the pond. Is not Billy a fine lad?

Sl, when coalescent is expressed by L turned on the S tick.

James is not a slow boy, but he is slim. He can slide down the hill on his new sled. The hill is very slick. James will let Ann slide too. Ann will be glad to go down the hill on the sled with James. Ann may sit on the sled and he can draw her. Ann must put on her silk cap if she goes out in the snow.

James has a sling too. He must not slay a man with his sling.

Sp is a hook joined above at the beginning of a word. Page 66, T. B.

Spring has come. the air is mild and warm. The worms have left their homes and have come out to the fresh air. Do not step on them and kill them, for they have as much right to live as you have. There is space for them and us too in the world.

We can get worms with a spade.

The spider can spin a web. Do not speak or it may stop.

We can run with speed and it is fine sport. We can splash in the water and have fine fun.

We may go down to the spring and play in the clear water and have sport.

Sk and Squ are represented by a half circle open to the left at the beginning of a word. Page 66, T. B.

A school is a place for boys and girls. There they go to read, sketch and to learn those things that will be of use to them when they grow up.

Frank and Maud go to school. They scrape their feet at the door, and Frank hangs up his hat and Maud's scarf. They walk with so much care that you scarce can hear them go to their seats. They do not scratch nor soil their seats, but Maud scrubs and scours them. Frank will not scream in the yard.

Frank and Maud will skate on the pond when there is no school.

St, is represented by the S and T ticks united. Page 67, T. B.

Do you see the boys stand on these strong sticks? The sticks raise them so high that they can see a great way off. The sticks must be stiff and staunch and strong lest they might break and give the boys a fall. The boys can stalk through the stream and not get wet, and walk in the street and not put their feet to the ground.

We stare at them, they look so strange. They can get on the sticks from a stage, a stone, a stove or a stump.

These boys like to get in a straight line and go down the street. They must not stay out late at night.

Make T, D and S with greater curvature to add W. Page 67, T. B.

Rose is a sweet girl and dwells with her mother. Her mother is kind to her. Rose can sweep the floor and do many things for her mother.

Rose went home with her uncle, and they went out into the yard to see the bees swarm. One stung her on the face, but it did not swell much. They watched the fish swim in the brook.

Rose tried to catch a fish with a pin and a twine string.

When she has spent the summer with her uncle she will go home and tell her mother all she has seen.

Strike B, V, W, X and Y nearer vertical to add S. Page 69, T. B.

Strike the vowels A, I and O downward in the middle or at the end of a word to add S; make E and U nearer vertical to add S.

Will Smith was not wise. He would not mind his teacher. He was worse than any of his school-mates, and was always getting into trouble. He would idle his time away in sin and vice.

Will liked to visit but one can not visit all the time. When boys asked him to go and spend his time with them he would always say yes.

As he grew in years he went on in the same way and to this day he bears a bad name.

P open to the right is "Pch or Psh". Page 70, T. B.

A dot at the end of a word is "Ing" Page 89, T. B.

Ralph Weller thinks he can preach, but a preacher must be a good and wise man. All men can not be good preachers. Ralph has more talent for pitching hay than for preaching, and as he grows to be a man he will find this out. He was raised on a farm in the west. Palph patches his own clothes, pushes his brother around in a little cart, carries a pitcher of water from the spring for his mother, gathers the peaches, and is useful in many ways.

All boys should be good and kind like Ralph.

A half circle joined angularly below in the middle or at the end of a word is "Ns, ance, ence or ness", and is enlarged for "nts or nds", and made minute for "nsl or ncl," and is joined above for the plural. Page 71, T. B.

Ota and Nora go to school in town. If it is warm they take their fans. They use pens and pencils. Their mamma will make some buns for them to take to school.

When it rains the teacher sends them home.

They can sing many nice tunes, and do not dance nor climb fences. Often when there is no school they will go to the dense woods to gather nuts.

Retrace to add F or V. A slight retrace is "fl" or "vl" .Page 102,T.B

Olive and Amos.

Olive and Amos do not like to go to school. They love to play all the time. Amos saves his money to buy novels. They try to deceive their parents. If they do not improve their time, they will not be of much use. They like to go down by the Muddy river and watch the waves as they strike the shore. They sometimes make houses of sand and build walls around them.

Once when they were playing in the sand, several feet of it began to move, and a large pile of sand caved off and almost covered them. They never played near the sand again.

P on the slant of B is "pp, pb or bb." G on the slant of B is "gg." Vertical G is "tg or dg."

Bob is digging in the sod with his new spade. His brother George gave him the spade. Bob goes to school and all the pupils like him, because he is so kind. At school, he and the other boys play tag.

Bob has a dog. His dog will dig all day for rats and mice. He found his dog in the meadow when it was only a small pup and fed it, and took care of it and now it is a large dog.

Can you spell pup backward?

Ch at the beginning of a word is minute B combined with H.

Did you ever see a churn or a cheese press? Choose a choice piece of cheese from the chest, and you can eat a piece of it. Be sure my child to chew it well or it may choke you.

You would do well to change your seat. Your aunt will chide you if you chafe the chart with the back of your chair. You must not chase the birds. Do you hear them chirp and sing?

Boys often like to chat and do not do their chores nor chop the wood.

It is wrong to cheat a small chap.

Sh at the beginning of a word is a tick made upward combined with H. Page 74, T. B.

Shall I show you a cut of the sea shore? There is not a blade of grass on the shore. A ship is not far off. A sheet on your bed and a sheet on a ship are not the same.

Should the ship strike on a shoal or a rock it would give the men in the ship a great shock and they would shout and send forth sharp shrill shrieks for help.

If you leave your home to go far off in a ship, shun bad company, pray God to sheild you from all harm.

Wh is a tick downward combined with H. Page 74, T. B.

This is the shop of a wheel-wright. While one of them speaks he holds his axe on a block. The shop of the wheel-wright is near the wharf where ships float when they come in from the sea.

While we ride out to sea, I will tell you of a whale which was very large. It is not a fish though it lives in the sea; for it has warm blood and the blood of a fish is cold.

What man would not go in a large ship from our shore and brave the fierce storms of a far off sea to catch a whale.

Minute U is used for "Ss, sz or zz."

Well, Susan, did you have a nice time in the woods? Oh yes, mamma, such a good time. We went to so many nice places.

See, I brought some nice moss and grasses for little sister Bess. I think they will please her.

Yes, Susan, she will laugh and clap her hands when she sees them. Susan likes her sister and says she will take her to the woods when she is older.

Susan helps her mamma make sauce. She will bring the scissors and help her when she sews. Susan often teases her mamma to take her to the sea and mamma says she will take her next season.

Lengthen P or G to express a following N, as in pain, gain, etc.

Frank has a fine pig and he keeps it in a pen. The pen is very high and is made of pine boards. Frank likes flowers and he has a bed of pinks and pansies. He thinks a pink is much nicer than a pansy.

Frank has a pun book but he does not gain much knowledge from it. Puns are not very useful to boys.

One day while Frank was playing in the yard he threw a snowball through a window pane and broke it in pieces, the pane I mean. Frank was very sorry and told the man that he did not mean to break the window, and that he was willing to pay for the glass he had broken.

One day Rose and Nell went to walk in the woods. The flowers were in full bloom; and the birds were singing in the trees.

The two children ran about for a great while, and then sat down to rest under a tree.

Nell had her apron full of moss and flowers.

While they were sitting there, a squirrel fell at their feet from the tree above them.

He was hurt by the fall so that he could not run so Rose caught him.

"Well my little fellow" said Rose "you are very kind to come down here while we are resting." "The

poor dear thing," said Nell. "Do you think it is much hurt?" Oh, no; it will soon be well. We will take it home with us. "Here, Rose, put the little thing in my apron. The moss and the flowers will make a nice soft bed for it. Now we shall have a pet." When the children went home their mother gave the little pet some milk, as it was too young to eat meats.

The sun had set, and it was getting dark and the children in the field were still thinking only of their play.

But when it grew darker and darker they were afraid, and cried, for they did not know the way home.

All at once a light shone through the trees. At first they thought it was a fire; but it rose high in the air and they saw it was the moon.

And, when the moon saw the children, she said, "Good evening, my children! why are you out so late!" The children were afraid at first, but, when they saw that the moon smiled kindly at them, they took heart, and said, "We have stayed too late, and we cannot find the

way home, for it is so dark." And they cried so loud that the moon was sorry for them, and she shone out so that they might find their way home.

At the door they turned and, said, "Dear moon, we thank you for having lighted us so well," and the moon said, "I am glad you are safe home. Run, now, to your mother, for she is anxious about you."

A young seed is like a little child, and the plant on which it grows is its mother. The plant takes care of the little seed. It feeds it and gives it a little house to grow in. That house is the fruit.

The young seed and its house, the fruit, can not feed themselves. That is done by the mother plant, which by its roots takes food from the ground, and by its leaves takes other food from the air.

When the seed gets into good ground, and the weather is warm, a tiny plant will grow out of it. And so it goes on. One plant will grow up, have flowers, fruit and seed. From that

seed a like plant will grow. From the seed of an apple will grow an apple tree. The seed of a rose will grow to be a rose bush. A grain of wheat will grow up to be a fine large grass. That grass is the noble wheat plant.

And so with all plants. Each plant has its own kind of seeds; and these seeds will grow to be plants like itself.

Very many seeds are round like the pea.

No matter how small or how large a seed may be, under its covering lies a little plant asleep. It may be ever so small, but it is there.

THE ELM TREE.

One hot day near the close of June, two men lay down in the shade of an elm tree, to get out of the rays of the setting sun.

As they lay there at their ease, they looked up at its big branches and its green leaves; "An elm tree bears no fruit," said one of them.

"It is quite a tree," said his friend, "And it seems but a poor thing, for it is of no use to man."

The elm tree was not pleased. A puff of wind moved its limbs, and it said, "Sirs, you must be blind as you are bad.

"Hot and tired, you come here to rest in the cool shade I give; yet you find fault with me, as a thing that is of no use to man."

He who can see no use in those things which do not give food to man, is as blind as a poor mole.

FREQUENT PHRASES.

If you will. If you can. Very much. On them. And then. I have done. As well as you can.

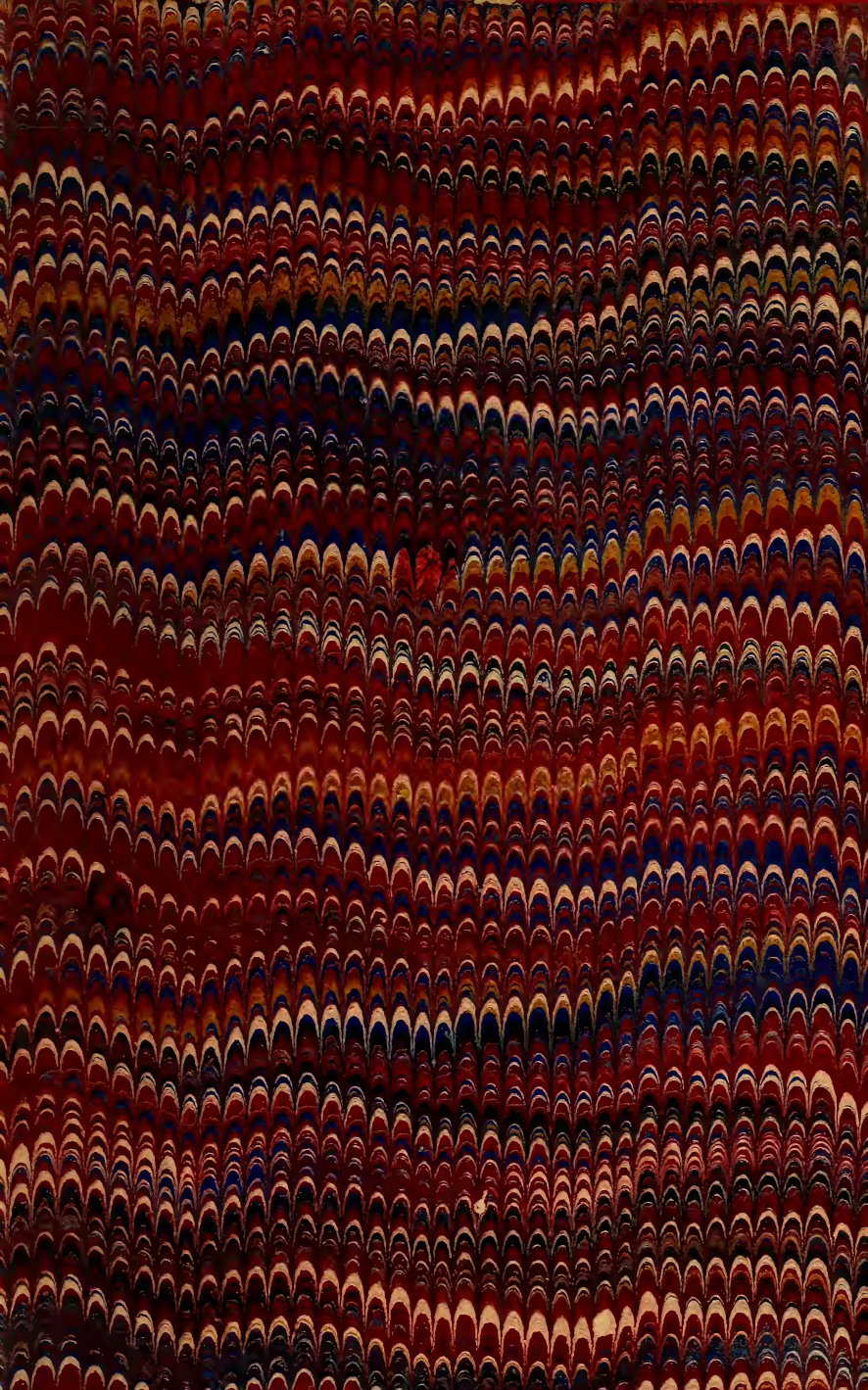
It will not be well for you. I am sure. And I will. So well. You will not be. As far as you can. As far as. My dear sir. It may be. It is said. As the case may be. To be. Out of. At last. It is very well. I will tell you. As fast as. Yes sir. I have been told. He was. It was. How was. So was. He would. If you will. As you can. I wish you would.

WORD SIGNS.

A dot on I position is I or thing.
A " E " " the.
A " A " " ah or awe.
A " O " " O, oh or owe.
A " U " " you, ewe or yew,

S on I position, is things.
E " N " is any.
A " N " is a or an.
W " I " is with.
Q " E " is question.
V " E " is have.
C " U " is could.
W " U " is would.
J " U " is just.
J " E " is judge.
G " E " is gentleman.
G " A " is gave.
G " I " is give.

Shaded B on E position is business.
Minute L on E position is little.



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